

## **Emerald Ash Borer Work Plan - Calendar Year 2011**

<b>Cooperator:</b>	Kansas Department of Agriculture		
<b>State:</b>	Kansas		
<b>Project:</b>	Emerald Ash Borer		
<b>Project funding source:</b>	Priority Survey <input type="checkbox"/> State Discretionary Survey <input type="checkbox"/> Other Line Item Pest <input checked="" type="checkbox"/>		
<b>Project Coordinator:</b>	Laurinda Ramonda		
<b>Agreement Number</b>	11-8453-1227-CA		
<b>Contact Information:</b>	<b>Address:</b>	PO Box 19282, Forbes Field, Bldg 282, Topeka, Kansas 66619	
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This Work Plan reflects a cooperative relationship between the Kansas Department of Agriculture (KDA) and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Plant Protection and Quarantine (PPQ). It outlines the mission-related goals, objectives, and anticipated accomplishments as well as the approach for conducting an Emerald Ash Borer survey and control program and the related roles and responsibilities of the Kansas Department of Agriculture and USDA-APHIS-PPQ as negotiated.

### **I) OBJECTIVES AND NEED FOR ASSISTANCE**

The Emerald Ash Borer (pest of national concern) has been detected in several states in the United States, but is not known to occur in Kansas. Early detection and containment of this pest is of great importance since it can cause the demise of ash trees which is about 5-7% of the tree population in Kansas but can be as high as 20% in some communities. The purpose of the survey will be to identify high risk areas, such as forestry debris dump sites, nursery stock, camping sites, military sites and shade tree plantings.

The need to identify the range of this pest is great and without funding the Kansas Department of Agriculture will be unable to participate in the national trapping survey for the Emerald Ash Borer.

### **II) RESULTS OR BENEFITS EXPECTED**

**The Cooperator seeks to conduct a program which is expected to result in:**

**A. What results or benefits will be derived from the cooperative effort?**

1. Early detection and containment of the Emerald Ash Borer, if found.
2. Identification of pathways.
3. Provide the Kansas Department of Agriculture, USDA-APHIS-PPQ, and surrounding states with information regarding the status of this pest.
4. Additional geographic assessment from data gathered.

### **III) APPROACH**

#### **What is the plan of action or approach to the work?**

Purple prism traps with Manuka oil and Z-3 Hexanol will be used. Traps will be set mostly at campgrounds where the introduction of firewood may occur in ash trees. Lure and extract is good in the field for 60 days. These will need to be replaced once during the flight season depending on when the trap was set. Traps should be checked at least once during the season. A trap inspection should be done during lure replacement.

Any specimens collected will be placed in a vial with 70% ethanol and sent via overnight service to:

Dr. James Zablotny  
USDA, APHIS, PPQ  
11200 Metro Airport Center Drive, Suite 140  
Romulus, MI 48174

High risk sites will be selected on ash density in nurseries, sawmills, landscaped areas, forest debris dump sites, urban areas, forest areas, military sites and recreational camping areas. Most of the trapping will occur in the recreation camping areas.

#### **A. The Cooperator and APHIS Mutually Agree to/that:**

- Set traps in high risk locations, mostly at camping areas.
- There will be 200 traps deployed, 100 by KDA and 100 by USDA
- Share in checking of traps.
- Share in removing traps.
- Split funding as noted in financial plan.

#### **1. What is the quantitative projection of accomplishments to be achieved?**

##### **a. By activity or function, what are the anticipated accomplishments by month, quarter, or other specified intervals?**

1. Fact sheets, webpage, resources and pest reporting will be continually updated as new information becomes available or new pests found.
2. Survey data will be entered into NAPIS and ISIS databases.
3. Trapping will occur during April 2011 through September 2011 or by degree day model.

**b. What criteria will be used to evaluate the project? What are the anticipated results and successes?**

1. Pest detection survey completed.
2. All data collected from the pest detection survey will be entered into NAPIS database.
3. Maps of the pest detection survey activities are produced to aid in planning of future pest detection surveys, pathway risk analysis and outreach activities.
4. State CAPS and KDA meetings to keep updated on issues.

**c. What methodology will be used to determine if:**

**1. Identified needs are met**

- Survey completed within timeframe specified.

**2. Results and benefits are achieved**

- Review of the NAPIS database to ensure that data from the pest detection activities have been entered.
- Review of the accomplishment reports, supporting outreach materials (if applicable), and maps.
- State CAPS, KDA and SPHD, SPRO, PSS, SSC meetings to keep updated on issues.

**2. What type of data will be collected and how will it be maintained?**

**a. Address timelines for collection and recording of data.**

- All survey data from cooperative agreements involving pest survey will be entered by the State Survey Coordinator or KDA staff into the NAPIS database to include but not limited to observation number, observation date, data source, state/county, site code, EPA pest code, pest status and survey method.
- All survey data from cooperative agreements involving pest survey will be entered by USDA/PPQ/APHIS staff into the ISIS database to include but not limited to observation number, observation date, data source, state/county, site code, EPA pest code, pest status and survey method.

The data entry requirements are:

- Enter new national, state, and county records into NAPIS database within 48 hours of confirmation of a pest or pathogen identification by a recognized identifier.
- Non-time sensitive records, including negative data, must be entered into NAPIS within 2 weeks of confirmation.

- Negative data should be entered within 2 weeks of decommissioning a trap, obtaining the results from an identifier, or performing a laboratory assay.
- Survey data will be collected with GPS technology for internal pathway analyses. Survey maps will be developed from approved GIS mapping software.

**b. How will APHIS be provided access to the data?**

- Complete, accurate, and timely pest survey data will be entered into NAPIS using approved protocol and accessible.
- Semi-annual and annual survey reports submitted to Western Region.
- USDA/APHIS/PPQ will have access to ISIS since they enter the data.

**B. The Cooperator will:**

One hundred traps will be set to include areas based on ash density, camping areas, nurseries, sawmills, landscaped areas, forest debris dump sites, urban areas and forest areas. Increased trapping efforts will be at camping areas.

**1. By function, what work is to be accomplished?**

- Set 100 traps.
- Change lure in traps every 60 days.
- Check traps at least once during season.
- Start setting traps by middle of April, if traps have been received.
- Remove traps by the end of September or depending on degree days.
- Enter data into NAPIS.

**2. What resources are required to perform the work?**

- KDA staff, vehicle, fuel, GPS units, and computers.

**3. What numbers and types of personnel will be needed and what will they be doing?**

- KDA staff will be setting and checking traps.
- Data acquired will be entered into NAPIS by State Survey Coordinator or KDA staff.

**4. What equipment will be needed to perform the work? Include major items of equipment with a value of \$5,000 or more.**

**a. What equipment will be provided by the cooperator?**

The cooperator will provide GPS units, vehicle and computers.

**b. What equipment will be provided by APHIS?**

APHIS will provide traps, lure, spreader and hanger.

**c. What equipment will be purchased in whole or in part with APHIS funds?**

Equipment that will be purchased with APHIS funds will be telescoping poles and parts, if more needed.

**d. How will the equipment be used?**

The equipment will be used to hang, check, replace lure and remove traps and specimens.

**e. What is the proposed method of disposition of the equipment upon termination of the agreement/project?**

The equipment will be maintained at KDA for other surveys upon the termination of the agreement/project.

**5. Identify information technology equipment, e.g., computers, and their ancillary components.**

- GPS units to document locations
- KDA computers with internet to enter data
- Digital cameras

**6. What supplies will be needed to perform the work**

- GPS units
- Computers
- Digital cameras
- Telescoping poles
- Traps
- Lures
- Spreaders
- Hangers
- Cleaner with mineral spirits
- Telescoping poles and parts, if more needed
- Histoclear II, if more needed.
- Latex gloves

**a. What supplies will be provided by the Cooperator?**

- GPS units
- Computers
- Digital cameras
- Telescoping poles

**b. What supplies will be provided by APHIS?**

- Traps
- Lures
- Spreaders
- Hangers

- c. **What supplies will be purchased in whole or in part with APHIS funds?**
  - N/A
- d. **How will the supplies be used?**
  - Surveying for Emerald Ash Borer
- e. **What is the proposed method of disposition of the supplies with a cumulative value over \$5,000 upon termination of the agreement/project?**
  - N/A
- 7. **What procurements will be made in support of the funded project and what is the method of procurement (e.g., lease, purchase)?**
  - Supplies for support in trapping.
  - Most procurements will be made by purchase.
  - These will be purchased through the KDA fiscal department.
- 8. **What are the travel needs for the project?**
  - a. **Is there any local travel to daily work sites? Who is the approving official? What are the methods of payment? Indicate rates and total costs in the Financial Plan.**
    - Travel will be required to survey sites by use of a KDA or rental vehicle. The KDA Plant Protection and Weed Control Plant Program Manager is the approving official. Costs are included in the financial plan.
  - b. **What extended or overnight travel will be performed (number of trips, their purpose, and approximate dates). Who is the approving official? What is the method of payment? Indicate rates and total cost in the Financial Plan.**
    - Lodging and meals may be required for longer distance surveying. Some counties may be too far to return the same day. The KDA Plant Protection and Weed Control Plant Program Manager is the approving official. Costs are included in the financial plan.
- 9. **Reports:**
  - a. Submit all reports to the APHIS Authorized Department Officer's Designated Representative (ADODR). Reports include:
    - 1. Narrative accomplishment reports in the frequency and time frame specified in the Notice of Award, Article 4.
    - 2. Federal Financial Reports, SF-425 (replaces SF-269 October 1, 2009) in the frequency and time frame specified in the Notice of Award, Article 4.
- 10. **Are there any other contributing parties who will be working on the project?**
  - a. **List Participating Agency/Institution:**
    - KDA

- USDA/PPQ/APHIS
- Kansas Forest Service
- Kansas Wildlife and Parks
- Corp of Engineers

**b. List all who will work on the project:**

- KDA-state staff for trapping
- USDA/APHIS/PPQ
- Kansas Forest Service-foresters
- Kansas Wildlife and Parks-park manager
- Corp of Engineers-park manager

**c. Describe the nature of their effort:**

- KDA -Trapping, site selection and outreach
- USDA/PPQ/APHIS-trapping, site selection and outreach
- Kansas Forest Service-outreach
- Kansas Wildlife and Parks-park manager
- Corp of Engineers-park manager

**d. Contribution:**

Site selection, outreach, setting traps, checking traps and removal of traps.

**C. APHIS Will:**

Place 100 traps throughout Northeast Kansas. Locations will include military installations, race tracks, pallet manufacturers, camping areas, and forest debris dump sites.

**1. What equipment will be needed to perform the work? Include major items of equipment with a value of \$5,000 or more.**

- Vehicle
- GPS units
- Computers

**a. Will Equipment be loaned or provided by APHIS? Yes**

**Yes, please list:**

- APHIS personnel will use their own vehicles
- APHIS personnel will use their own GPS units
- APHIS personnel will use their own computers

**b. How will the equipment be used?**

- To set, check and remove traps
- To locate traps
- To enter data

#### **IV) GEOGRAPHIC LOCATION OF PROJECT**

**A. Is the project statewide or in specific counties, townships, and/or national or state parks?**

The majority of trapping will take place in the eastern half of Kansas but trapping will occur throughout the state where higher risk areas with ash occur especially at camping locations.

**B. What type of terrain (e.g., cropland, rangeland, woodland) will be involved in the project?**

Many types of terrain will be involved from forests, to rural, to urban areas.

**C. Are there any unusual features which may have an impact on the project or activity such as rivers, lakes, wild life sanctuaries, commercial beekeepers etc?**

Urban and recreational areas might have disruption through human contact.

**D. Identify the kind of data to be collected:**

The kinds of data to be collected will include, but not limited to, observation number, observation date, data source, state/county, site code, pest code, pest status and survey method.

**E. Establish criteria to evaluate the results and successes of the project:**

**1. Results:**

- Pest detection survey activities for the project completed.
- All data collected from the pest detection survey is entered into the NAPIS Database and ISIS for APHIS.
- Maps of the pest detection survey activities are produced to aid in planning of future pest detection surveys, pathway risk analysis, and outreach activities.
- State CAPS and KDA meetings to keep updated on issues.

**2. Successes:**

- If pests found, quick response and regulatory action occurs.
- Identification of high risk areas for pest.

**F. Methodology used to determine if the results and benefits are achieved:**

**1. Identified needs are met:**

- Survey completed in timeframe specified.

**2. Results and benefits are achieved:**

- Review of the NAPIS database to ensure that data from the pest detection activities have been entered.
- Review the accomplishment reports, supporting outreach materials (if applicable), and maps.
- State CAPS and KDA meetings to keep updated on issues.



## **V) DATA COLLECTION AND MAINTENANCE**

1. All survey data from cooperative agreements involving pest surveys will be entered by the State Survey Coordinator or KDA staff into the NAPIS database using approved protocol.

Data entry guidance appears below.

- First record for the State and/or County will be entered within 48 hours of confirmation of identification by a qualified identifier.
  - All records are to be entered into the NAPIS database by December 31 of the year of survey so these data can be included in the yearly Plant Board Report.
  - When possible, enter data as it becomes available and do not wait until the end of the year.
  - Survey data should be collected with GPS technology (WGS84 datum is the standard).
2. For ISIS, the following should be added to the above. All survey data will be entered by the USDA/APHIS/PPQ into the ISIS database using approved protocol.
    - Survey data and diagnostic results will be entered into the national Integrated Survey Information System (ISIS) database as close to real time as possible, including both positive and negative results.
    - All data elements will be provided nationally and will be entered into ISIS.
    - Data management processes and information will be provided nationally.

## **VI) TAXONOMIC SUPPORT**

### **A. Person or Institution that will screen targets (Name & Contact Information)**

Identification of a potential specimen will be done by:

State of Kansas Entomologist  
PO Box 19282, Forbes Field, Bldg. 282  
Topeka, KS 66619  
(782) 862-2180

**OR**

- B. ☒ **Request for taxonomic support.**

**Person or Institution that will identify targets:**

Dr. James Zablotny  
USDA, APHIS, PPQ  
11200 Metro Airport Center Drive, Suite 140  
Romulus, MI 48174  
Phone: 734-942-9005  
E-mail: [james.e.zablotny@aphis.usda.gov](mailto:james.e.zablotny@aphis.usda.gov)

**VII) SIGNATURES**

\_\_\_\_\_  
**ROAR** **Date**

\_\_\_\_\_  
**ADODR** **Date**

## Detailed Financial Plan - KDA

**PROJECT:** Emerald Ash Borer Survey

**COOPERATOR NAME:** Kansas Department of Agriculture

**AGREEMENT NUMBER:** 11-8453-1227-CA

**TIME PERIOD:** January 1, 2011 - December 31, 2011

Financial Plan must match the SF-424A, Section B, Budget Categories

ITEM	APHIS FUNDS	COOPERATOR FUNDS (Show even if zero)	TOTAL
<b>PERSONNEL:</b>			
State Specialist 217 hours @ \$25/hr	\$5,425	0	\$5,425
State Specialist 217 hours @ \$25/hr	0	\$5,425	\$5,355
<b>Subtotal</b>	<b>\$5,425</b>	<b>\$5,425</b>	<b>\$10,850</b>
<b>FRINGE BENEFITS:</b>			
22% of salary for permanent employees	\$1,195	\$1,195	\$2,390
<b>Subtotal</b>	<b>\$1,195</b>	<b>\$1,195</b>	<b>\$2,390</b>
<b>TRAVEL:</b>			
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EQUIPMENT:</b>			
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SUPPLIES:</b>			
mineral spirits, telescoping poles and ends	0	\$105	\$105
<b>Subtotal</b>	<b>0</b>	<b>\$105</b>	<b>\$105</b>
<b>CONTRACTUAL:</b>			
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER:</b>			
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DIRECT COSTS</b>	<b>\$6,619</b>	<b>\$6,725</b>	<b>\$13,345</b>
<b>INDIRECT COSTS</b> (20.85% on Total Direct Cost of salary and fringe benefits)*	<b>\$1,380</b>	<b>\$1,380</b>	<b>\$2,760</b>
<b>TOTAL</b>	<b>\$8,000</b>	<b>\$8,105</b>	<b>\$16,105</b>
Cost Share Information	50%	50%	

\*Kansas' Negotiated Cost Rate (Salary + Fringe Benefits x %=Indirect Cost)